

# **HEALTH BENEFITS E-NEWS EXTRA**

*Department of Human Resource  
Management  
Office of Health Benefits*

**September 15, 2017**

## ***File Flexible Spending Account Claims Before It's Too Late!***

The Flexible Spending Account (FSA) run-out period to file claims and submit documentation for the July 1, 2016 through June 30, 2017 plan year ends September 30, 2017.

By that date, employees must submit reimbursement requests for all eligible FSA expenses and resolve all outstanding transactions, including unverified FSA card transactions, for the 2016 - 2017 coverage period.

To submit claims for qualified expenses for the 2016-2017 Health FSA or Dependent Care FSA, employees must submit a claim to Anthem/CONEXIS by the September 30, 2017 deadline. Claims may be submitted online at [www.benefitadminsolutions.com/anthem](http://www.benefitadminsolutions.com/anthem), by FAX at 1-888-347-5212, or by mail to Anthem FSA, P.O. Box 660165, Dallas, TX 75266-0165.

Employees should contact CONEXIS at 1-877-451-7244 for assistance with FSA information. Please encourage employees to retain documentation of all claim submissions, and to check their 2016-2017 FSA account balances before the deadline. Any funds remaining in the 2016-2017 FSAs that are not claimed by the end of the FSA run-out period will be forfeited. Unverified FSA card transactions that are not resolved by the end of the run-out period will be re-classified as taxable income.

***Please do not reply to this e-mail. You may send inquiries to the Office of Health Benefits mailbox at [ohb@dhrm.virginia.gov](mailto:ohb@dhrm.virginia.gov).***